

Board of Selectmen

Town of Upton



Massachusetts

BOARD OF SELECTMEN

Kenneth E. Picard, Chairman

James A. Brochu

Robert J. Fleming

TOWN MANAGER

Blythe C. Robinson

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Memo To: Board of Selectmen
From: Blythe C. Robinson, Town Manager
Date: April 12, 2013
Re: Town Manager's Weekly Report

Warrants:

- Payroll: \$ 71,290.52
- Expense Warrant: \$ 58,732.08

For Your Information/Follow Up:

- As you may recall, the Upton Development Group brought suit against the Town several months ago to clear up the title to some land associated with the closure of the Upton landfill. In that process the Board of Assessor's had researched the issue and determined that the Town had no interest in the property, and after a hearing the Town was dismissed as a defendant. The other two private parties to the suit failed to respond, and the Court has ruled that UDG has established title to the property. Thus the case has been closed.
- This week the Public Safety Dispatch Policy Advisory Committee met to review 911 calls taken by Upton on behalf of Hopedale. As you know, we began taking calls for Hopedale and dispatching them to their staff on January 2nd. This was our third such meeting since January, and we are pleased to report that the service is going smoothly. We reviewed several calls and determined that all protocols are being followed, and that Hopedale is pleased with the service they are receiving. Based upon this the committee decided to transition to a quarterly meeting, the next one to be held in June.
- Early this week three potential bidders on the Town Hall project asked the architect to consider delaying the bid opening by about a week to enable them to study the project in more detail before finalizing their bids. On the advice of the architect and owner's project manager we have delayed the opening until April 16th at 10 AM. This will still give us time to finalize the project cost ahead of the capital budget and finance committee meetings next week, and finalizing the warrant on April 22nd.
- On Wednesday I attended the Quarterly Town Manager's meeting with CMRPC. The Commission is expanding the services it offers to communities, some of which we've already taken advantage of (electronic permitting grant, analysis of the Route 140 priority development area, etc), and others that may be helpful in the future. As CMRPC represents a number of smaller communities, they are targeting efforts that will be of benefit to them. We will be joining their GIS effort in FY 13/14, they will be putting out to bid a number of DPW services and commodities so that communities do not have to do

this individually, and they are looking at shared services. In the area of shared services they are contemplating hiring staff that could then be utilized in several communities more cost effectively than each community hiring their own. Such services contemplated include assessing, town planners, accounting, human resources and IT services.

- The snow storm of February 8/9, 2013 has not been forgotten with regard to communities in the State receiving FEMA aid to recover some of their costs. The Governor's Office has taken the necessary step of requesting federal assistance as the minimum thresholds were met in most counties in the State, including Worcester. We may be eligible for snow assistance which would cover 75% of our eligible costs during a 48-hour period. Statewide, damage and costs was about \$8.9 million for this storm. If we are successful in receiving funds I don't anticipate they will come in until after the fiscal year closes.
- Enclosed in the correspondence section of your agenda binder is a copy of the new fee schedule set by the Conservation Commission for wetlands filings. The Commission took another look at these recently and has increased some and set some new requirements. As you know there is a shortfall in fees this year that help pay for ½ of the wetlands agent salary, and it is anticipated this change will help mitigate that. These fees are in line with what other towns are doing in this arena.
- Bids were due on Thursday for the renovation of the exterior of the Police Station. We were disappointed that none were received, despite a number of contractors taking out plans. The architect is going to reach out to those firms to find out why, and advise us on the timing of rebidding the work. We are also going to revisit the amount so the warrant can be finalized.
- We are anticipating notice from Homeland Security of funds available to Upton and a number of other communities to be used to purchase eligible items for emergency management. The total available is just under \$1 million, and Upton will receive \$13,055.
- As a reminder, Monday April 15th is Patriot's Day. As it is a State Holiday, Town Offices will be closed for business.